

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 09/07/04
AGENDA ITEM 3
WORK SESSION ITEM

TO: Mayor and City Council
FROM: City Clerk
SUBJECT: Resignation of Commissioner Fraas from the Planning Commission

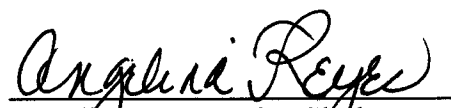
RECOMMENDATION:

It is recommended that Council accept the resignation of Tracy Fraas from the Planning Commission.

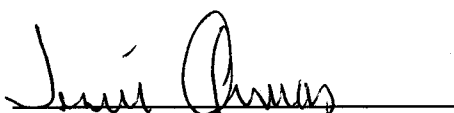
BACKGROUND:

Tracy Fraas was appointed to the Planning Commission on July 8, 2003 for a term that expires on June 30, 2007. Attached is Ms. Fraas' letter of resignation dated August 20, 2004.

Prepared by:


Angelina Reyes, City Clerk

Approved by:


Jesús Armas, City Manager

Attachment

09/20/04 12:00 PM

Tracy Fraas
2680 Spencer Lane
Hayward, CA 94542
510-538-9047

August 20, 2004

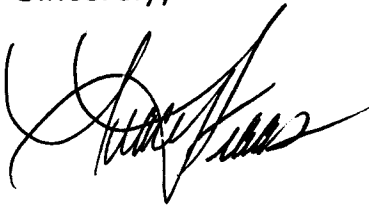
Mayor, City of Hayward
City of Hayward Council Members
777 B Street
Hayward, CA 94541

Dear Hayward City Council,

It is with great regret that I must resign my position on the Planning Commission effective September 1, 2004. My family and I are relocating to Danville, California.

Thank you for offering me the opportunity to serve this wonderful community, I look forward to watching it grow and prosper.

Sincerely,



cc: Jesus Armas, City Manager
Angela Reyes, City Clerk
Dyana Anderly, Planning Manager

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 04-

Introduced by Council Member _____

RESOLUTION ACCEPTING WRITTEN RESIGNATION OF
TRACY FRAAS FROM THE PLANNING COMMISSION

WHEREAS, Tracy Fraas submitted a letter of resignation from the Planning Commission, dated August 20, 2004, informing that she is no longer able to serve on the Commission.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the Council hereby accepts her resignation, and commends her for their civic service to the City.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2004

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward